

GRAND VALLEY FIRE PROTECTION DISTRICT
MINUTES REGULAR BOARD MEETING September 20, 2017, 9:00am
Battlement Mesa Fire Station
0124 Stone Quarry Rd. Parachute, CO 81635

Attendance: Fire District Board of Directors
Bill Nelson (5/2018, 2nd Term) Keith Lammey (5/2020, 2nd Term)
Kevin Whelan (5/2020, 2nd Term) Michelle Foster (5/2018, 1st Term)
Ted Anderson (5/2018, 2nd Term)

Absent:

Staff: Rob Ferguson, Deputy Fire Chief Kim Reeves, Administrative Specialist
Chris Davidson, Captain Chris Jackson, Lieutenant

Public: None

President Whelan called the meeting to order at 9:03 a.m.

MINUTES

Minutes from the August 16, 2017 Regular Board Meeting were presented and reviewed.
Lammey moved to approve the minutes with corrections. Foster Seconded by. All approved.

FINANCIAL REPORT

Financial reports for August 2017 were reviewed and discussed. Nelson moved to approve the financial reports, subject to audit. Seconded by Foster. All approved.

PUBLIC COMMENT

Lammey-Thanks to the staff for the help dealing with a water leak issue in Valley View.

Whelan-Thanks to the staff for stopping to help a citizen with a tire change on the road.

Foster-Thanks to the staff for assistance with the 10 year anniversary at the School House.

BOARD PRESIDENT REPORT

- President Whelan asked the question – “In light of what’s been happening nationally with fires and floods, is it time that the Fire District support stricter fire codes and perhaps rethink whether to support the Wildland Urban Interface (WUI) Code within the District?” The Board of Directors discussed the WUI.
- How important is the Future Operational Reserve Fund? The Board of Directors feels it is important to be careful of what the District spends and use the Future Operational Reserve Fund carefully as needed.

FIRE CHIEF'S REPORT

- **Old Business**
 - Chief Blair met with Dr. Kevan via phone conversation. He has agreed with the Medical Director Job description, minus the desirable requirement of board certification in emergency medicine by the American Board of Emergency Medicine or the American Board of Osteopathic Emergency Medicine. Dr. Kevan has been working as an emergency physician for the past several years and has been recognized as the District’s Medical Director by the State of Colorado Department of Public Health and Environment since he took over from Dr. Papenfus.
 - Deputy Chief Ferguson and Chief Blair met with CRFR Chief Jones and Deputy Chief Sackett in regards to finalizing the coordinated emergency response in the Rulison area. Both agencies have been in contact with Dino Ross, both Districts’ Attorney and he has drafted an Intergovernmental Agreement for Coordinated Emergency Response Services. Deputy Chief Ferguson and Deputy Chief Sackett will be preparing the Exhibit A, Specific Response sheet, as well as SOGs for such incident types. Chief Blair asks that the Board review and approve

the IGA, so he can sign it on the Board's behalf. Whelan moved to sign the agreement pending approval of Exhibit A . Seconded by Lammey. All approved.

- Training Chief Rowe and the other training chiefs in the county have prepared a Cooperative Training Memorandum of Understanding that is now ready for each of the Boards review. Chief Blair is asking that the Board review and approve the MOU, so he can sign it on the Board's behalf. Whelan moved to approve the MOU with corrections. Seconded by Nelson. All approved.
- The District has worked through almost 2/3s of the list of suggested improvements and has completed each of these items or placed them in monitor status. Is the Board comfortable with the continued progress or does it feel a need to bring Martin Goughnour back for a formal review of the District's status? The Board of Directors would like to have Martin Goughnour return for a follow up review.

- **Budget Preparation**

Chief Blair asks that the Board give him direction as it relates to the following items:

- Should the 2018 General Fund Budget include a COLA increase of 2.9%? Whelan moved that there be no COLA increase in 2018. Seconded by Foster. The motion passes with a vote of aye by Whelan, Foster, Anderson and Lammey. And a nay by Nelson.
- Should the District move to the FSLA approved firefighter 28 Day Work Period calendar versus the 14 Day Work Period calendar it currently uses? Whelan moved that the District stay with a 14 day work period. Seconded by Anderson. All approved.
- Is the Board comfortable with the current healthcare options for staff? I.E. the CEBT Employer Plan Selection sheet needs to be approved for the coming year's renewal period. The Board of Directors gave direction to Kim Reeves to discuss options with the staff and have options ready for the October Board Meeting.
- Because the District has recognized NFPA standards by reference only and has not adopted them as rule, should the District discontinue annual physicals and move to 2 year physicals as per CDL requirements? The Board of Directors gave direction that physicals be moved to 2 year intervals based on CDL requirements.
- The staff has taken over custodial duties of Station 1.
- The staff will be taking over the lawn care duties as of the end of September.
- The District has purchased a porta john toilet for the Training Center and will no longer be paying rental fees. The porta john will be pumped/cleaned on an as-needed basis. The cost of the porta john will be paid for within the first year of use.
- Chief Blair is recommending that we cancel the current maintenance agreement and system monitoring contracts with Climate Control and switch to service as needed with a different service company. Chief Rowe has recommended Comfort Air, Plumbing & Mechanical of Grand Junction. The Board of Directors agrees.
- Volunteer Pension Plan A needs to be approved by the Board so the Pension Budget can be drafted. Lammey moved to approve the Volunteer Pension Plan A as presented in the Actuarial study. Seconded by Nelson. The motion passes with a vote of aye by Lammey, Nelson, Foster and Anderson. And a nay by Whelan.

- **Voluntary Firefighter Cancer Benefits Trust**

Chief Blair is recommending that District join the Voluntary Firefighter Cancer Benefits Trust program, based on the discussion at the County Fire Chief's meeting that included Mark Carlson, the District's insurance agent for general liability coverage. A decision needs to be made by the BOD so that the cost can be added into the 2018 General Fund Budget. The District has been advised that there may be added savings to the current worker's compensation insurance coverage through Pinnacol and CESA. The Board of Directors gave direction to join the Trust.

- **New Business**

- **EMS Rates**

LifeQuest has suggested we look at raising our base rates for service. They have provided the rates for agencies they represent in our area. Chief Blair is suggesting that we raise our base rates to be equitable with CRFR, but reduce the "In District" rate to \$90 less, which is the current offset. Whelan moved to approve the recommended EMS base rates as suggested by LifeQuest. Seconded by Anderson. All approved.

- **Mill Levy increase discussion**
Chief Blair's has prepared an initial rough draft of a pared down budget that includes major cuts to all expenditure areas. Chief Blair is anticipating that the District will need to use approximately \$200,000 of the Future Operational Reserves plus the estimated \$730,000 of Operational Fund Balance to balance the 2018 General Fund Balance, at this point. This number will go up to \$1,000,000 for the year 2019 because there will be \$0.00 Operational Fund Balance at the end of 2018. Chief Blair is requesting that the BOD start looking forward and setting benchmarks for when will be the "right time" to begin the discussion with the community of a "potential mill levy increase" and the possible placement of such as ballot question to the public. Chief Blair has asked the District's attorney what is the time table for mill levy questions and was advised:

Chief,

Because a mill levy question falls under the TABOR guidelines, the question may only be placed on a ballot in November of any year, or in May of even number years as part of the District's regular director election. Please also remember that any TABOR question must be sent by mail ballot, either as part of a coordinated election with the County in November, or as an independent mail ballot election in May. Dino

Chief Blair believes that May of 2018 is too premature; however November of 2018 may be appropriate. There is a one year wait period before the collection of any mill levy increase.

The Mill Levy information was discussed by the Board of Directors. There was not action taken on this.

- **2018 Board Member elections**
2018 is a scheduled election year. The District will have 2 board members that will be termed out and a third that will be up for re-election to a second term. It is still very early, but the Call for Nominations in January will be upon very soon. The Board Member Election information was discussed by the Board of Directors. There was not action taken on this.

- **Other**

None

- **Staff Report**

- **District participation in recent events**

- Deputy Chief Ferguson discussed some of the events that the District has participated in during the past couple of months, as well as what the Operations Staff has been doing.

- **OPS Report**

- Deputy Chief Ferguson discussed the handout outlining the August 2017 Operations report

- **Accreditation Update**

- DFC Ferguson gave an update to the Board of Directors as to progress being made as it pertains to the Community Risk Assessment: Standards of Coverage

- **SDA Conference Update**

- Deputy Chief Ferguson gave an update on what was discussed at the 2018 SDA Conference.

- **LifeQuest Billing Update**

- Administrative Specialist Reeves updated the Board of Directors on the progress being made to transitioning the District's EMS billing from in-house to the LifeQuest Billing Agency.

- **Mineral Rights Disbursements from Station #2**

- Administrative Specialist advised the board of Directors that URSA has the lease for the mineral rights under Station #2 in Parachute and John Dose with URSA will make the proper changes to the contract so the District will receive the mineral rights payments.

- **Other**

- None

- **Board of Director's Report/Comments**

- **Fire Hydrant Testing**

Director Anderson would like to re-visit whether or not it should be a function of the Fire District to assist with fire hydrant testing.

▪ **Length of Meetings vs. the Need to have Shorter and Additional Meetings**

Director Whelan asked the rest of the Board about the length of Board of Directors meetings. It has been suggested to him that meetings should last no longer than an hour. Is the rest of the Board of Directors okay with the current status/structure, or would members like to have shorter meetings and meet more often in order to get the work of the District completed? The Board feels that Board Meetings should remain one per month.

EXECUTIVE SESSION:

President Whelan made a motion that the Board of Directors hold an Executive Session per CRS-246-402(2)(F) for the discussion of a personnel matter and not involving: any specific employees who have requested discussion of the matter in open session; any member of this body or any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees.

Seconded by Nelson. All approved. Session attendance: Whelan, Lammey, Nelson, Foster, Anderson, Ferguson and Reeves. Executive session began at 11:58 a.m.

The Executive Session was concluded at 12:01 p.m. and the Regular Board Meeting resumed.

ADJOURN

There being no further business or discussions the meeting was adjourned at 12:02 p.m.

Kim Reeves, Administrative Assistant

Kevin Whelan, Board President

Bill Nelson, Board Secretary/Treasurer